



Memo no-8S-2/B/80(G)Pt-VI (Stationery) 19/3

Date:- 12./06/2026

QUOTATION INVITATION NOTICE

Sub –supply for articles

Sl	Stationery Items	Stock balance	Required Quantity
1	Computer Paper (A4)	27 Pcs	100 pcs
2	Calculator	3 Pcs	12 pcs
3	Duster	23 Pcs	200 pcs
4	Ruled Register (Book no-6)	8 Pcs	24 pcs
5	Liquid hand wish	2 pcs	36 pcs
6	Stapler (small)	12 Pcs	24 pcs
7	Stapler (Medium)	Nil	24 pcs
8	Scale (steel)	12 Pcs	12 pcs
9	White tape (Big)	Nil	24 Pcs
10	Highlighter pen	Nil	24 pcs
11	Sticky note page mark(3 colour)	Nil	24 pcs

Sealed "quotation" are invited from intending quotationers for supply of the Above Stated articles. Quotations should be submitted to this office by 22/06/26 from the date of publication of this quotation , All information will be available in the General Department during the office hours on any working days from 11-00 A.M to 4- 00 P.M. The sealed quotations will be opened at 12.00 A.M at K.M.D.A Office. Authority reserves final decision to accept or reject a bid.

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Senior Deputy Secretary
KMDA (HIT WING)
Date :- 12./06/2026

Copy to forwarded for information to :-

- (1) The District Magistrate& District Collector, Howrah.
- (2) The Commissioner, Howrah Municipal Corporation Howrah.
- (3) The Deputy Secretary ,PR Cell ,KMDA is requested for display in KMDA Website.
- (4) The Accountant, CS Cell, KMDA.
- (5) The Accounts officer, O & M Cell, KMDA.
- (6) The Additional Executive officer, Howrah Zilla Parishad Howrah.
- (7) Notice Board CS Cell HQ KMDA.
- (8) Notice Board, KMDA (HIT WING).
- (9) Office Copy.

Senior Deputy Secretary
KMDA (HIT WING)